



# Kelso Planning Commission Agenda

Meeting at 6:00p.m.

Tuesday, December 10, 2013

203 South Pacific Ave., City Hall Council Chambers

Agenda	Approved/ Denied	Remarks
<b>Call to Order:</b>		
1. Roll Call		
<b>Approve Minutes:</b>		
1. November 12, 2013 Meeting Minutes		
<b>Presentation:</b>		
<b>Public Hearing:</b>		
<b>Citizen Business:</b>		
<b>Action/Motion Items:</b>		
<b>Commission Business:</b>		
1. Marijuana Regulations/Code Language Workshop – Nancy Malone		
<b>Adjournment:</b>		
Next Meeting January 14, 2014 at 6:00 p.m.		

City of Kelso Community Development Department (360) 423-9922



**Kelso Planning Commission Meeting Minutes**  
**Tuesday, November 12, 2013**  
**6:01pm – 6:48pm**

**Commissioners Present:** Clark Hislop, Dan Jones, Rick VonRock, Jared Wade

**Commissioners Absent:** Vacant Position No. 5, Taby Tabor, James Webb

**Staff Present:** Nancy Malone, Planning Manager; Stephanie Helem, Recording Secretary

**Call to Order:**

Chair Rick VonRock called the meeting to order at 6:01 pm.

**Minutes:**

Commissioner Wade made the motion, seconded by Commissioner Jones to approve the minutes of October 8, 2013. Motion carried, all in favor.

**Commission Business:**

- 1. Marijuana Regulation Discussion.** Nancy Malone. Last month we talked a little about the marijuana issue. Commissioners were mailed a handout. No decision needs to be made tonight. The city will be taking this back before the council next month to request the moratorium to be extended another 6 months. This will give time to work on code language and zoning. Stephanie and I did have an opportunity to sit in on a webinar today. When the Washington State Liquor Control Board (WSLCB) receives an application they will notify the local authority. The local authority has 20 days to respond to the WSLCB. The local authority can ask for an extension from that 20 days based on different time frames, zoning code, more investigation into the location. The WSLCB will be conducting an inspection of all retail establishments and locations of such. They will do the measuring of the 1000 foot radius that the applicant needs to meet to make sure they comply with the WSLCB requirements.

Kelso is allowed 1 retailer. There is no limit to how many producers or processors one jurisdiction can have. There is however a state wide limit. If the local authority was to object to an application that was submitted to the WSLCB there has to be a legitimate reason why. It can't be because we have a moratorium in place, we don't have the zoning, it's not an allowed use. Have to have a specific reason, whether it is a legality, criminal history of applicant, or if there is over service in certain areas. The city and applicant can request the WSLCB hold a public hearing.

Prescreening – WSLCB will do the criminal history/background and residency check. WSLCB does have a map in place to highlight areas within the 1000 ft.

How will the business license applications be routed? As they are now? Will the applications come to the Planning, Fire, Police Departments and possibly Public Works for review for agreement of location?

When the WSLCB sends notices it will be sent to the Mayor or to the City Manager. Nancy will need to sit down with the city attorney and city manager to make sure we are all on the same page. Notice needs to be routed to the proper reviewers.

Trails are not classified as a park.

Renewal Requirements will consist of – WSLCB will be looking at are there any specific type patterns, fights, DUI's, crowds, to many police/fire department calls to that location. If there are, their license will not be renewed.

A handout was provided to the Commission. 'Regulating Marijuana to Comply with State Laws Forthcoming Work'. Nancy provided a brief overview of document.

WSLCB application fees are non-refundable. The WSLCB will not take in consideration of zoning for the city. WSLCB will only look at the location within WSLCB guidelines. WSLCB will not look at city's specific rulings regarding marijuana. Discussion followed.

You can have a producer and processor within the city limits. You cannot be a producer processor and retailer. Discussion followed.

Cannot be residential. Commission to decide what areas does the city have available in the commercial and industrial zones. Maybe put it in the Sexually Oriented Business area, which is an overlay zone. Discussion followed.

2. **Solar Power Information.** Handout was provided to Commission 'Promoting Solar Energy Use Through Local Planning, Promoting Solar Energy use Through Local Development Regulations Powered by Sun Shot U.S. Department of Energy'.

Commissioner Rick VonRock – Great handout given. Also we were discussing wind power as a combination of things. City of Longview has implemented a small wind energy system.

Nancy Malone – Commission and city look at writing up requirements and establishing zones. Lot coverage? Location? Existing structures? Roof top type? Ground type? Review process? Nothing is currently in the code. The city code does state if it's not in the code it is not allowed. Discussion followed.

3. Commissioner VonRock wished everyone a Happy Thanksgiving.
4. Nancy Malone – Next month, weather permitting, Gregg Dohrn (consultant) should be here to discuss the Comprehensive Plan update. Waiting on mapping updates to provide to Gregg.
5. New to Kelso:
  - a. Application in for a Car wash behind Jack in the Box
  - b. 4000 sq.ft. Retail building behind Starbucks
  - c. New 12 screen cinema. Demolition permit should be in the next few weeks. Demoing the old Sears store. New McDonalds going in.
  - d. Visitor Center is not complete.
  - e. West Main should start the demolition of some of the structures in the next few weeks.
  - f. Kelso Village nothing new.
  - g. Community Housing Project (1124 N. Pacific Ave.). Almost finished. There has been a lot of discussion and city is still hoping for cottage housing. With the cost of the infrastructure and Cap only having a certain amount of money available for construction. Nancy is hoping between the city and CAP and any grants that can be acquired can help with the infrastructure to get the project done.

**Adjournment:**

There being no further business, Commissioner Wade made the motion seconded by Commissioner Jones to adjourn at 6:48pm.

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Rick VonRock, Planning Commission Chair

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Respectfully submitted:  
Stephanie L. Helem, Recording Secretary

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